

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 5	
2. AMENDMENT/MODIFICATION NO. 0001		3. EFFECTIVE DATE 11/07/2012		4. REQUISITION/PURCHASE REQ. NO. MMA-PR5206-20130001	
5. PROJECT NO. (If applicable)		6. ISSUED BY U.S.Merchant Marine Academy Division of Procurement USMMA-5206 300 Steamboat Road Kings Point NY 11024-1699		7. ADMINISTERED BY (If other than Item 6) U.S.Merchant Marine Academy Division of Procurement USMMA-5206 300 Steamboat Road Kings Point NY 11024-1699	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) RWS CORPORATION Attn: RUTH STUART PO BOX 419 : SYOSSET NY 11791-3702		9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 112739789 FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. DTMA-95-P-2012-0286		10B. DATED (SEE ITEM 13) 08/06/2012	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$6,588.96
 See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 13.302-3, MODIFICATION OF PURCHASE ORDERS

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.


14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

a. The purpose of this modification is to extend the period of performance to December 31, 2012 and add three (3) additional Holiday's (Veteran's Day, Thanksgiving Day and Christmas Day) that were not included in the original subject Purchase Order DTMA-95-P-2012-0286. In conformance to the Department of Labor Wage Determination No. 2005-2373 Revision No. 12 dated 06/13/2012, Contractor personnel shall be paid for all Holiday's listed. It is the responsibility of the Contractor to pay for the Holiday(s), however due to the extension we have agreed to pay for the Holiday's.

b. As a result of the foregoing, the total Purchase Order price is hereby increased by \$6,588.96, from \$10,862.88 to \$17,451.84.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Maxmillian Diah	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 11/07/2012

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED DTMA-95-P-2012-0286/0001	PAGE 2 OF 5
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NAME OF OFFEROR OR CONTRACTOR
RWS CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>c. All other terms and conditions remain unchanged.</p> <p>LIST OF CHANGES:</p> <p>Reason for Modification : Additional Work (new agreement, FAR part 6 applies)</p> <p>Period Of Performance End Date changed from 31-OCT-12 to 31-DEC-12</p> <p>Total Amount for this Modification: \$6,588.96</p> <p>New Total Amount for this Version: \$17,451.84</p> <p>New Total Amount for this Award: \$17,451.84</p> <p>Obligated Amount for this Modification: \$6,588.96</p> <p>New Total Obligated Amount for this Award: \$17,451.84</p> <p>Requisitioner changed from Deborah Porter</p> <p>to Jeannie Glienna</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Description changed from The contractor shall provide an Experienced Temporary General Clerk I to work in the Department of Procurement located at the U.S. Merchant Marine Academy, Kings Point, NY. All work shall be performed in accordance with the attached Statement of Work (SOW).</p> <p>The contract shall commence August 6, 2012 and end on or before October 31, 2012. The work schedule is Monday to Friday, 8:00 A.M. - 4:30 P.M. with one half hour for lunch. The total amount of work days shall not exceed 61 days or approximately 488 regular hours. Contractor personnel shall be paid only for actual hours worked.</p> <p>Statement of Work (SOW) - DUTIES AND RESPONSIBILITIES</p> <p>a. The Contractor, as an independent Contractor and not as agent of the Government, shall provide the services of a General Clerk I to work in the Procurement Department at the U.S. Merchant Marine Academy, Kings Point, New York, and perform the duties as outlined below:</p> <p>(1) Type and review for errors, all requisitions for supplies and services, letters, etc., type requisitions into Procurement Desktop System, file, and photocopy.</p> <p>Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED DTMA-95-P-2012-0286/0001	PAGE 3 OF 5
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NAME OF OFFEROR OR CONTRACTOR
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ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(2) Assist regular office staff in the everyday duties of the office.</p> <p>(3) Receive and redirect all incoming telephone calls to the correct members of the department, or forward calls to proper individuals outside the department.</p> <p>(4) Distribute all incoming mail to the respective members of the department and around campus.</p> <p>(5) Must be proficient and articulate in English to effectively deal with telephone calls and walk-in business.</p> <p>(6) Must have experience with some Microsoft Products (i.e., Works, Word, and Outlook E-mail).</p> <p>(7) Must have knowledge of the Fax machine, photocopier, and electric typewriter (minimum typing speed must be 40 wpm with good accuracy).</p> <p>(8) Help with year end close-outs</p> <p>(9) On occasion, work outside of the normal work shift may be necessary, but will not include overtime.</p> <p>b. Contractor shall receive instructions, assignment of tasks, etc. from the Head of the Department and three (3) Contract Specialists.</p> <p>c. Compensation Payment shall be made within 30 days after receipt of proper invoices. The rate of compensation shall be \$22.26/hour. The total contract shall not exceed \$10,862.88.</p> <p>GENERAL INFORMATON-</p> <p>(a) Personnel in the employ of the Contractor shall, in the operation of motor vehicles, possess a valid State driver's license and registration, and current insurance certificate.</p> <p>(b) When the Academy is closed for administrative reasons during the workday or work week, the contractor will not be reimbursed for lost hours. CONTRACTOR PERSONNEL WILL BE PAID ONLY FOR ACTUAL</p> <p>Continued ...</p>				

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ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>HOURS WORKED.</p> <p>(c) The wages to be paid employees must be in conformance with the Department of Labor Register of Wage Determination Under the Service Contract Act, Wage Determination NO. 2005-2373, Revision No. 12, dated June 13, 2012. The determined wage rates are minimum rates and Fringe benefits are required to be paid pursuant to the Service Contract Act.</p> <p>(d) For this work effort, the wage rates and fringe benefits applicable to the Administrative Assistant (\$14.82+ \$3.71 = \$18.53/hr), applies to this contract.</p> <p>(e) The Contractor will take all necessary precautions to avoid injury to persons and damage to property and equipment. Any damage caused to Academy or tenants property or equipment will be the sole responsibility of the Contractor. All damages caused by the Contractor's employees will be repaired or replaced to the satisfaction of the tenant and/or the contracting officer at no additional cost to the Government.</p> <p>(f) Contractor Personnel shall be paid for all holidays listed in the DOL wage determination. It is the responsibility of the Contractor to pay for the following holiday(s):</p> <p>Labor Day Columbus Day</p> <p>WAIVER-</p> <p>The Contractor agrees / X /, does not agree / _ /, to waive any and all penalties and/or fees that may become payable by the U.S. Merchant Marine Academy for the hiring of Contractor employee (s), either during, or at the expiration of the term of this contract.</p> <p>NOTE: THE U.S. MERCHANT MARINE ACADEMY RESERVES THE RIGHT TO TERMINATE THIS CONTRACT FOR THE CONVENIENCE OF THE GOVERNMENT BEFORE THE COMPLETION DATE (SEE ATTACHED CLAUSES).</p> <p>Continued ...</p>				

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ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>to Extend the Period of Performance from 10/31/2012 to 11/05/2012 for unused days due to the closure of the Academy for Hurricane Sandy. Start Date changed from 06-AUG-12 to 31-OCT-12 End Date changed from 31-OCT-12 to 05-NOV-12</p> <p>Delivery Location Code: 00095 U.S Merchant Marine Academy U.S. DOT/Maritime Administration 300 Steamboat Road Kings Point NY 11024-1699 USA</p> <p>Payment: MARAD A/P INVOICES P.O.BOX 25710 OKLAHOMA CITY OK 73125</p> <p>FOB: Destination Period of Performance: 08/06/2012 to 12/31/2012</p>				
0002	<p>Extend Period of Performance for additional General Clerk I services from 11/06/2012 to 12/31/2012. The total amount of work days shall not exceed 37 days or approximately 296 regular hours.</p> <p>Holidays are to include: 1. Monday, November 12, 2012 - Veterans Day 2. Thursday, November 22, 2012 - Thanksgiving Day 3. Tuesday, December 25, 2012 - Christmas Day</p> <p>Accounting Info: 70131750MA-2013-1PDA000004-0000520600-25215-61006600 Funded: \$6,588.96 Period of Performance: 11/06/2012 to 12/31/2012</p>	296	HR	22.26	6,588.96